

# Planning Guide

**Goal: The goal of the TANF/WIOA Partnership Strategic Planning session is to develop a referral process between DHS services program contractors and the local workforce networks.**

## Strategy Session 1: WIOA/TANF Perspective

- TANF/WIOA Collaboration and consideration
- TANF Partnering in One-Stop System (Statewide and Locally)
- TANF Perspective – By partnering and engaging in the WIOA planning process, TANF stakeholders may be able to influence WIOA to ensure it effectively serves the most disadvantaged workers

## Strategy Session 2: Leveraging Resources

- DHS service and Workforce System programs have an opportunity to ensure quality services and job training for low-income individuals
- Partnering with the one stop-system can help enhance collaboration between TANF and other federal and state workforce programs and can create savings through shared infrastructure such as resource rooms.

## Strategy Session 3: Youth/TANF

- Participants – How can we share participant and program information to assure adequate referral and services are taking place?
- Partners – Who are the key local workforce system providers and human service providers in your area to best leverage resources for these participants?
- Plan – To make our team successful we must identify and recruit eligible youth and connect them to our respective services. What is your local or regional strategy to make this happen? How does this plan support the initiatives outlined in the Combined State Plan? How does this plan assure the participant doesn't jeopardize any existing benefits?
- Performance – Once the three aforementioned P's are correctly identified, the performance will begin to take care of itself.

## Strategy Session 4: Two-Generational Overview

- TANF programs may have more expertise in serving individuals who have barriers to employment, including in running transitional jobs programs.
- Workforce systems can learn from partnerships with DHS service providers about the services and supports needed by those who face barriers to employment.

## Strategy Session 5: WIOA/Labor Perspective

- TANF stakeholders may be able to influence WIOA to ensure it effectively serves the most disadvantaged workers
- Coordinated approach to 'life skills,' 'soft skills,' and 'employment etiquette' education
- How will the referral process look?
- How will you engage jobs4tn.gov?

# TANF/WIOA Partnership Worksheet

*Use this worksheet and the points above to develop your partnership strategic plan.*

## Strategy Session 1: WIOA/TANF Perspective

- Set up funding mechanism to track the TANF clients at the performance points.
- Document referral process to identify TANF clients
- Schedule orientations in AJC tailored to TANF clients with referrals for one-on-one with appropriate program case manager
- Standardize Orientations across LWDAs
- Require co-enrollment with ECMS and Jobs4TN at time of ECMS intake. (combine with SNAP orientation  
Send status notes back to ECMS/DHS case manager RE: attendance and services
- Resource book of all contact info of DHS providers/contractors and vice versa. Identifying roles and services to avoid duplication

# TANF/WIOA Partnership Worksheet

## Strategy Session 2: Leveraging Resources

What are the resources offered by local workforce system providers and service providers in your area that can be leveraged?

Name Resources	Agency
HI-SET	Adult Education/TNDOL
Expungements	Law Schools/Legal Aid
Services for individuals with disabilities	Vocational Rehab/TNDOL
Support Services to remove barriers	Child Care Centers
Basic needs/emergency services	Day Care Centers
Nutrition/Finance	Family Focus Solutions Providers
Training and career opportunities	CSBG Agencies/Food Banks
Financial Aid	Homeless Shelters
Employment Partnerships	Community Kitchen
Farmers	Goodwill
Farmers Market	AJC
	Urban League
	TCATS
	Com Coll.
	EOC
	Chambers
	SHRM

# TANF/WIOA Partnership Worksheet

Who are the key local workforce system providers and DHS service providers that will leverage resources to help clients?

Agency Contact	Number	Email
SETHRA Family Focused Solutions ETSU Metro Action Commission HRAs CAAs Goodwill Chambers Food Banks (Second Harvest) Faith-Based Organizations Adult Ed Salvation Army Law Schools Federal Bonding Nontraditional Daycare hours United Way Agencies!!* 50 Forward YMCAs <ul style="list-style-type: none"> <li>➤ Nutrition</li> <li>➤ Recreation</li> <li>➤ Child Care</li> <li>➤ Training</li> <li>➤ Memberships</li> </ul> Veterans service officers VETS Access to public transportation Transportation Partners especially rural		

# TANF/WIOA Partnership Worksheet

## Strategy Session 3: Youth/TANF

Who are the key local workforce system providers and DHS service providers in your area that will leverage resources to help clients?

Hospitals  
Doctors' offices  
Armed Forces Recruiting Centers  
DCS  
    ➤ Foster Care  
    ➤ YDCs  
    ➤ Juvenile Court  
AJC  
    ➤ High School Teachers  
    ➤ Guidance Counselors  
    ➤ Target group from JOBS4TN to register  
Health Department  
Goodwill  
Boy and Girl Scouts  
Girls, Inc.  
YWCA  
Big Brothers/Big Sisters  
Inner City Youth  
Boys/Girls Club  
YMCA  
Jr. ROTC  
Pediatricians  
Colleges  
At Risk Programs  
Voc Rehab  
Family Focused Solutions  
Police Department?  
Family Resource Centers in Schools

# TANF/WIOA Partnership Worksheet

In WIOA there is an opportunity to develop partnerships among a broad network of workforce and DHS service programs in identifying and recruiting eligible disadvantaged youth, connecting them to services made available by WIOA provisions for both youth and adult employment and training activities, and providing the resources and supports needed to ensure success. What is your local strategy to accomplish this statement?

Phone calls to non-profits, schools, DCS, etc., Education on ACES and Poverty + Brain Science  
Identify Different youth resources in the community.

# TANF/WIOA Partnership Worksheet

## Strategy Session 4: Two-Generational Overview

- Possibility of partnering child care with local colleges-education from community college while providing child care for the children.
- Partnership with child care centers to provide non-traditional hour child care or faith-based places that could offer child care
- Early childhood education centers clinical hours with childcare-poverty and brain science
- Being aware of what services are provided in the counties such as FFS, SFSP, Backpack programs
- Community Resource Guides. Comprehensive and detailed info about what is available there

# TANF/WIOA Partnership Worksheet

## Strategy Session 5: WIOA/Labor Perspective

- Register for JOBS4TN with ECMS
- Establishing the relationships with partner
- Include TDLWD as a person who can refer to FFS
- SEE SESSION ONE – WE ARE THE OVERACHIEVERS!! LOL ☺
- Learning more of what we all do and meeting each other to be able to use each other as resources
- Email list of TANF clients to send generic letters detail effective process
- Referral for TNAF clients specifically-trigger that it's a TANF client

## Next Steps for TANF/WIOA Partnership in your area...

To monitor our progress, we will take these steps.

*List the actions your organization will take to follow up on the plan's implementation, including a timeline for checking in and evaluating your progress.*

- Partner with provider agencies that serve the same populations and areas
- Co-locate one or two days
- Share information for services
- Include all parties in the same workshops
- Co-enroll early on-at the point of first face-to-face service